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Assistant Chief, DD/P Administration

26 October 1953

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ATTN : [REDACTED]

Status Report on RI Index Duplicating Procedure

1. The procedure and form are to be used for the duplication of certain index cards maintained in overseas stations and not now available to RI.
2. This material will be prepared overseas by arrangement between Chief, RI and the Area Divisions and will augment the RI Main Index.
3. No existing material within RI will be reproduced by this procedure and the quantities involved have not been stated but will be available when recommended method is approved.
4. A special carbon and form is being developed on an experimental basis with anticipated delivery within the next few days.
5. If the carbon and form are satisfactory, the procedure will be implemented by use of an Oxalid Bambino. This method has the tentative approval of the Deputy Chief, RI.

[REDACTED]
Management Examiner

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Assistant Management Officer, (DD/P Area)Document No. 2NO CHANGE in Class. ☐☐ DECLASSIFIEDClass. CHANGED TO: EE S (C)

DDA Memo, 4 Apr 57

Auth: DDA Memo, 77/1003Date: 220378 By: 025

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